

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
EMERGENCY OUTREACH BUREAU – SA 4 ADMINISTRATION**



Clinical Psychologist II

Service Area 4 (SA 4) Administration is seeking interested candidates for the position of Clinical Psychologist II. We are looking for a qualified and motivated individual with strong interpersonal and organizational skills who will monitor the quality of client care delivered by contracted providers in adherence to legal rules and regulations, the utilization of funds and support the contract amendment process.

ESSENTIAL JOB DUTIES:

1. Reviews contractors' negotiation packages and reports results to District Chief; and as needed, supports contracted providers in completing negotiation packages.
2. Initiates Provider File Adjustment Requests, 403 Fund Transfers and Service Requests.
3. Tracks providers' utilization of their allocated MCA; supports providers in their efforts to meet monthly projected utilization.
4. Provides contract and program technical assistance to providers.
5. Visits assigned contracted provider program sites and programs on a regular basis to monitor contract compliance.
6. Monitors provider implementation of required Corrective Action Plans (CAP).
7. Maintains an up-to-date Provider Status Report on each assigned provider together with other related documents on the S-drive.
8. Works collaboratively with Program Review, CDAD, Finance, RMD, CIOB, Age Group Leads, County-wide Programs, the other Service Areas and the SA 4 Coordinators of Specialized Foster Care, School Based Mental Health, MAT, Wraparound, Family Preservation, Regional Center, Quality Improvement and Quality Assurance and MHSA programs to support and monitor providers' operations.
9. Acts as DMH co-chair for the Service Area Quality Improvement Committee together with an agency representative co-chair.
10. Acts as SA 4 Code Liaison.
11. Manages one or more service area wide projects.
12. Attends individual and group supervision, staff meetings, trainings, and other work related.
13. Completes projects and other assignments accurately, thoroughly and on time.

DESIRABLE QUALIFICATIONS:

- Strong knowledge of mental health system and resources.
- Strong multi-tasking and organizational skills.
- Strong verbal and written communication skills.
- Strong computer skills including ability to utilize Microsoft Word/Excel and online tracking systems.
- Strong interpersonal skills and the desire to work in positive and effective team environment.
- Experience in the contract monitoring, knowledge of the Negotiation Package and related materials.
- Knowledge of PEI, CSS and other DMH programs / services.
- Ability to read, write and speak a threshold language.

Interested applicants holding the payroll title of Clinical Psychologist II should submit their resume, last two (2) performance evaluations, and last two (2) years of master time cards by **November 30, 2015** to:

Jacqueline Georgina, Staff Assistant

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